

# GRANADA SANITARY DISTRICT

## OF SAN MATEO COUNTY

455 Avenue Alhambra, #6 ~ P.O. Box 335 ~ El Granada, California 94018  
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## AGENDA

### BOARD OF DIRECTORS MEETING

May 16, 2002 7:30 P.M.

### Note Special Location

#### EL GRANADA ELEMENTARY SCHOOL MULTI-PURPOSE ROOM

#### 400 SANTIAGO AVE., EL GRANADA

*The Board has the right to take action on any of the items listed on the Agenda. The Board reserves the right to change the order of the agenda items, to postpone agenda items to a later date, or to table items indefinitely.*

### BOARD OF DIRECTORS REGULAR MEETING

**CALL MEETING TO ORDER** 7:30 P.M. El Granada Elementary School Multi-Purpose Room,  
400 Santiago Avenue, El Granada

<b><u>ROLL CALL</u></b>	Directors:	President:	William Katke
		Vice President:	Leonard Woren
		Secretary:	Fran Pollard
		Treasurer:	Laura Stein
		Board Member:	Shawn McGraw
	Staff:	Engineer:	Howard Hoffman
		Legal Counsel:	Jonathan Wittwer
		Administrator:	Gina Holmes
		Asst. Administrator:	Delia Comito

### PLEDGE OF ALLEGIANCE

### GENERAL PUBLIC PARTICIPATION

*Communications from the Public and members of the District Board and District staff concerning matters not on the agenda. Speakers are limited to 3 minutes each.*

*Est. Item Start Time & Duration:*  
7:30 p.m. (5 mins.)

## **CONSENT AGENDA**

7:35 p.m. (10 mins.)

*All matters listed here under constitute a Consent Agenda, are considered as routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.*

1. Approval of special meeting minutes of April 29, 2002
2. Approval of meeting minutes of May 2, 2002
3. Approval of May warrants totaling \$70,119.04 (Ck #3361 to #3377)
4. Approval of payment to G.A. Laster totaling \$6,881.00 from Bond Administration Fund
5. Approval of Progress Payment Request No. 1 to K.J. Woods Construction, Inc.
6. Approve expenditure of up to \$20,000 from 2001-2002 Fiscal Year Budget item - *Professional Services-Other*, cost code #5299, payments to Dudek & Assoc., Inc., for Interim General Manager services
7. Approval of agreement with Dudek and Associates: Interim General Manager and Consulting Services with Chuck Duffy
8. Approval of equipment and estimated purchase price for updated District sound system
9. Approval of draft letter to County Environmental Agency Planning & Building Division regarding LCP update analysis of Sewer Authority Mid-Coastside capacity
10. Approve Administrative Staff request for temporary overtime hours for District Clerk

## **ACTION AGENDA**

11. Discuss/consider vote to approve Ordinance adopting required Urban service zones and Rural service zones 7:45 p.m. (1 hr. 30 mins.)

✧ BREAK ✧

9:15 p.m. (15 mins.)

12. Discuss merits of a District owned building for office space and a meeting room: 9:30 p.m. (20 mins.)
  - Brief review of inadequacies of present office space leased/rented by the District
  - Review advantages of District owned space vs. leased space
  - Financial considerations including sufficiency of District reserves and whether there would be any impact on capital improvement program
13. Approval of District making bid to purchase Harbor Vista (Cresson) Building, 504 Plaza Alhambra, El Granada 9:50 p.m. (10 mins.)

## **14. DIRECTORS' COMMENTS AND COMMITTEE REPORTS**

10:00 p.m. (10 mins.)

**SEWER AUTHORITY MID-COASTSIDE:** Directors Woren and McGraw

➤ Personnel Committee Meeting on May 10, 2002

**ASSESSMENT DISTRICT COMMITTEE:** Directors Katke and Stein

## **INFORMATION CALENDAR**

10:10 p.m. (10 mins.)

15. Administrator's Reports
  - Pending Action Summary

16. Engineer's Report

- Report on County of San Mateo's Environmental Health Division water testing on Capistrano Road.
- Report of Recent Engineering Activities for April 2002

17. Attorney's Report

**18. SET FUTURE AGENDA**

10:20 p.m. (10 mins.)

✧ BREAK ✧

10:30 p.m. (15 mins.)

**19. ADJOURN TO CLOSED SESSION**

10:45 p.m. (25 mins.)

Conference with Real Property Negotiator (Government Code Section 54956.8)

Granada Sanitary District Negotiator: Lee Engdahl

Property: 504 Plaza Alhambra Avenue, El Granada, California

Negotiating Parties: David Cresson and Granada Sanitary District

Under Negotiation: Instruction to Negotiator regarding price and terms of payment for offer to purchase or lease

**RECONVENE TO OPEN SESSION**

Report final Board action, if any, from Closed Session

**ADJOURN**

Est. Adjournment Time: 11:10 p.m.

At the conclusion of the May 2, 2002 meeting:

Last Ordinance adopted: No. 148

Last Resolution adopted: No. 2001-011

**THE BOARD OF DIRECTORS HAS THE RIGHT TO ACT ON ANY OF THE ITEMS ON THIS AGENDA**